

2018 Current Fiscal Year Report: National Small Business Development Center Advisory Board

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1. Department or Agency

Small Business Administration

2. Fiscal Year

2018

3. Committee or Subcommittee

National Small Business Development Center Advisory Board

3b. GSA Committee No.

47

4. Is this New During Fiscal Year?

No

5. Current Charter

01/29/2018

6. Expected Renewal Date

01/29/2020

7. Expected Term Date

8a. Was Terminated During Fiscal Year?

No

8b. Specific Termination Authority

P.L. 96-302

8c. Actual Term Date

9. Agency Recommendation for Next Fiscal Year

Continue

10a. Legislation Req to Terminate?

No

10b. Legislation Pending?

Not Applicable

11. Establishment Authority Statutory (Congress Created)

12. Specific Establishment Authority

P.L. 96-302

13. Effective Date

07/02/1980

14. Committee Type

Continuing

14c. Presidential?

No

15. Description of Committee Non Scientific Program Advisory Board

16a. Total Number of Reports

No Reports for this Fiscal Year

17a. Open 5 Meetings and Dates 17b. Closed 0 17c. Partially Closed 0 Other Activities 0 17d. Total 5

Purpose

SBA Update Annual Meetings Board Assignments Member Roundtable
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Start

10/17/2017
11/14/2017
12/12/2017
01/09/2018
03/20/2018

End

- 10/17/2017
- 11/14/2017
- 12/12/2017
- 01/09/2018
- 03/20/2018

Number of Committee Meetings Listed: 5

Current FY Next FY

18a(1). Personnel Pmts to Non-Federal Members

\$0.00 \$0.00

18a(2). Personnel Pmts to Federal Members

\$0.00 \$0.00

18a(3). Personnel Pmts to Federal Staff

\$26,089.00 \$26,089.00

18a(4). Personnel Pmts to Non-Member Consultants

\$0.00 \$0.00

18b(1). Travel and Per Diem to Non-Federal Members

\$4,570.00 \$10,000.00

18b(2). Travel and Per Diem to Federal Members	\$0.00	\$0.00
18b(3). Travel and Per Diem to Federal Staff	\$0.00	\$5,400.00
18b(4). Travel and Per Diem to Non-member Consultants	\$0.00	\$0.00
18c. Other(rents,user charges, graphics, printing, mail, etc.)	\$20,191.00	\$0.00
18d. Total	\$50,850.00	\$41,489.00
19. Federal Staff Support Years (FTE)	0.10	0.10

20a. How does the Committee accomplish its purpose?

The Advisory Board advise, counsel and confer with the Associate Administrator for the Office of Small Business Development Centers by constructively improve the SBDC programs nationally and locally in the small business community.

20b. How does the Committee balance its membership?

No more than 3 members from civilian life from the academic community; and 6 from small businesses or associations representing small businesses. A balance of geographic, subject matter expertise and industry experience is sought for the committee.

20c. How frequent and relevant are the Committee Meetings?

The Board is required to meet at least twice annually. It may vote to meet more frequently, which is driven by the Board's agenda and funding.

20d. Why can't the advice or information this committee provides be obtained elsewhere?

The membership of the Board reflects the diversity of the small business community the SBDC program serves. The SBDC program is decentralized and this grassroots perspective provides the AA/SBDC and the agency with advice and input that is uniquely suited to the small business clients. Several Board members have in the past received counseling and training services from an SBDC and bring that added perspective of what is beneficial to a successful entrepreneur.

20e. Why is it necessary to close and/or partially closed committee meetings?

There were no closed meetings in FY 2017.

21. Remarks

Members serve two or three year terms. The Small Business Development Centers Program is the SBA's largest non-finance program and serves over 500,000 entrepreneurs annually with one-on-one counseling and topical management and technical assistance training. The Board, which was created by statute in 1980 and is composed of 9 members with an interest in small business from around the country and

US territories, is positioned to enhance the goals of the program and the mission of the SBA through personal expertise, an interest in small business development and enhancement and experience gained through onsite reviews of diverse Small Business Development Center service delivery centers. The Advisory Board serves to provide advice and counsel which is topical, informed and based on an assessment of the needs of small businesses.

Designated Federal Officer

Anne Genet Reim Program Analyst

Committee Members	Start	End	Occupation	Member Designation
Foreman, Louis	11/01/2016	11/30/2019	Founder & Chief Executive, Enventys	Representative Member
Ramchand, Latha	01/22/2016	12/31/2018	Provost and Executive Vice Chancellor, University of Missouri	Representative Member
Williams, Mark	01/22/2016	12/31/2018	Managing Director, Manchester Partner, LLC	Representative Member

Number of Committee Members Listed: 3

Narrative Description

The National SBDC Advisory Board provides advice and counsel to the Associate Administrator for the Office of Small Business Development Centers (OSBDC). The Advisory Board confers with Associate Administrator to address strategies relative to the implementation of the President's Management Agenda as it relates to SBA's mission and strategic plan.

What are the most significant program outcomes associated with this committee?

Checked if Applies

Improvements to health or safety	<input type="checkbox"/>
Trust in government	<input type="checkbox"/>
Major policy changes	<input type="checkbox"/>
Advance in scientific research	<input type="checkbox"/>
Effective grant making	<input type="checkbox"/>
Improved service delivery	<input type="checkbox"/>
Increased customer satisfaction	<input type="checkbox"/>
Implementation of laws or regulatory requirements	<input type="checkbox"/>
Other	<input type="checkbox"/>

Outcome Comments

N/A

What are the cost savings associated with this committee?

Checked if Applies

- | | |
|----------------------------|-------------------------------------|
| None | <input type="checkbox"/> |
| Unable to Determine | <input checked="" type="checkbox"/> |
| Under \$100,000 | <input type="checkbox"/> |
| \$100,000 - \$500,000 | <input type="checkbox"/> |
| \$500,001 - \$1,000,000 | <input type="checkbox"/> |
| \$1,000,001 - \$5,000,000 | <input type="checkbox"/> |
| \$5,000,001 - \$10,000,000 | <input type="checkbox"/> |
| Over \$10,000,000 | <input type="checkbox"/> |
| Cost Savings Other | <input type="checkbox"/> |

Cost Savings Comments

N/A

What is the approximate Number of recommendations produced by this committee for the life of the committee?

1

Number of Recommendations Comments

The National SBDC Advisory Board members created a Host Survey that was sent to the six-three SBDC host institutions. The survey was well received, and which led to the first ever Host Summit between the resource partners and stakeholders on September 6, 2018.

What is the approximate Percentage of these recommendations that have been or will be Fully implemented by the agency?

0%

% of Recommendations Fully Implemented Comments

The National SBDC Advisory Board led the first Host Training Summit with the Hosts of the SBDCs Program. The Host Training Summit took place on September 6, 2018 during the America's SBDC Annual Conference in Washington, D.C.

What is the approximate Percentage of these recommendations that have been or will be Partially implemented by the agency?

0%

% of Recommendations Partially Implemented Comments

The Host Training Summit took place on September 6, 2018.

Does the agency provide the committee with feedback regarding actions taken to implement recommendations or advice offered?

Yes ☒ No ☐ Not Applicable ☐

Agency Feedback Comments

The Associate Administrator for the Office of Small Business Development Centers communicates daily with the Advisory Board. The Associate Administrator meets with the Advisory Boards during their monthly Board's call. She also provides feedback through email or by telephone.

What other actions has the agency taken as a result of the committee's advice or recommendation?

Checked if Applies

Reorganized Priorities	<input type="checkbox"/>
Reallocated resources	<input type="checkbox"/>
Issued new regulation	<input type="checkbox"/>
Proposed legislation	<input type="checkbox"/>
Approved grants or other payments	<input type="checkbox"/>
Other	<input type="checkbox"/>

Action Comments

The National SBDC Advisory Board identified last fiscal year that the communication between the Host, stakeholders, the Office of Small Business Development Centers and the Office of Field Operations have not been the best. The Board wanted to build the communication and relationship so that things can be more transparent. The Board came up with a survey and was able to receive responses. The Board came up with the Host Training Summit. The Host Summit allowed the Board to conduct trainings and provide an open forum for the Hosts and for the Board to have open discussions. It gave everyone an opportunity to understand and know where to start repairing the broken communication.

Is the Committee engaged in the review of applications for grants?

No

Grant Review Comments

The National SBDC Advisory Board does not get involved in the review or the decisions

on the grants for the Office of Small Business Development Centers.

How is access provided to the information for the Committee's documentation?

Checked if Applies

Contact DFO	<input checked="" type="checkbox"/>
Online Agency Web Site	<input checked="" type="checkbox"/>
Online Committee Web Site	<input type="checkbox"/>
Online GSA FACA Web Site	<input checked="" type="checkbox"/>
Publications	<input type="checkbox"/>
Other	<input type="checkbox"/>

Access Comments

The DFO is available to answer questions regarding access to Advisory Board information.